



LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Monday, September 25, 2017

Executive Session – 6:45 p.m. Livingston High School Large Conference Room
Public Voting Meeting – 7:00 p.m. - Livingston High School Auditorium

I. OPEN SESSION

A. Call to Order – Ronnie Konner, President

B. Reading of Meeting Notice

Adequate notice of this meeting has been provided by amendment to notice approved at the Board's reorganization meeting on January 3, 2017 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *The Alternative Press* and the Livingston Township Clerk.

C. Executive Session

Whereas, the Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters; now, therefore be it

Resolved, that the Livingston Board of Education adjourns to closed session to discuss:

- Legal Settlement

Action will be taken upon return to public session. The full length of the meeting is anticipated to be approximately fifteen minutes; and be it

Further Resolved, the minutes of this closed session be made public when the need for confidentiality no longer exists.

D. Pledge of Allegiance / Roll Call

E. Superintendent's Report

1. Board Self Evaluation – Mrs. Charlene Peterson, NJSBA
2. Strategic Plan Update
3. Summer Curriculum Writing Presentation

F. Board Reports

G. Approval of Minutes

The Superintendent recommends the following:

- 1. Voting Meeting Minutes of August 16, 2017
- 2. Voting/Workshop Meeting Minutes of September 11, 2017
- 3. Executive Session Minutes of July 19, 2017 and August 16, 2017

ROLL CALL VOTE

H. Public Input on Agenda Items ~ up to 15 minutes

An excerpt from Policy #0167 adopted on January 10, 2011 and reviewed on March 4, 2013 states that The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

Public participation shall be governed by the following rules:

- 1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
- 2. Each statement made by a participant shall be limited to three minutes' duration;
- 3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
- 4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually.

The portion of the meeting during which the participation of the public is invited shall be limited to fifteen minutes, or at the discretion of the presiding officer.

II. RECOMMENDATIONS FOR APPROVAL

1. PROGRAM/CURRICULUM

The Superintendent recommends the following:

1.1 Student Intern

Resolved, that the Livingston Board of Education approves the following individual to serve as a student intern in the district:

<u>Intern</u>	<u>Location</u>	<u>Cooperating Teachers</u>	<u>Dates</u>
Kristina Duda	Heritage	Pamela Ciccarino and Jason Charney	8/31/17-12/20/17

1.2 Student Observer

Resolved, that the Livingston Board of Education approves the following individual to be a student observer on Mondays and Fridays throughout the 2017-2018 school year:

<u>Student</u>	<u>Location</u>	<u>Cooperating Teacher</u>
Xiaowen Qui	Livingston High School	Lucy Lee

ROLL CALL VOTE

2. STUDENT SERVICES

The Superintendent recommends the following:

2.1 Out of District Placements

Resolved, that the Livingston Board of Education approves placement for the academic year 2017-2018 for six (6) Livingston students with disabilities, as classified and recommended by the Child Study Team, in facilities with tuition costs to be determined

within the limits established by the New Jersey Board of Education as shown on ***Attachment A.***

2.2 Related Services/Medical Consultants

Resolved, that the Livingston Board of Education approves the following consultants that will be utilized to provide related services for the 2017-2018 school year:

BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS

ABAskills, LLC \$175.00/hour

HOSPITAL INSTRUCTION

Professional Education Services, Inc. \$44.00/hour

Saint Clare's Hospital \$55.00/hour

MUSIC THERAPY

Jammin' Jenn Music Therapy \$125.00/hour

OCCUPATIONAL THERAPY

Oxford \$87.00/hour

P.G. Chambers \$75.00/hour

PHYSICAL THERAPY

Oxford \$87.00/hour

P.G. Chambers \$75.00/hour

SPEECH AND LANGUAGE THERAPY

Creative Speech Solutions, LLC \$90.00/hour

Oxford \$93.00/hour

P.G. Chambers \$75.00/hour

2.3 District Nursing Services Plan

Resolved, that the Livingston Board of Education approves the District Nursing Services Plan for 2017-2018.

ROLL CALL VOTE

3. BUSINESS

The Superintendent recommends the following:

3.1 Payment of Bills

Whereas, the Board Secretary has audited certain vendor claims as required by N.J.S.A. 18A:19-2 and Board Policy 6470 and presented them to the Livingston Board of Education with the recommendation they be paid, now therefore be it

Resolved, that the Livingston Board of Education approves the payment of the following bills in the amounts listed and attach a complete copy of these bills to the minutes of this meeting.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
10&11	Regular	\$948,647.51
12	Regular	976,446.09
20	Regular	71,837.49
30	Referendum	198,294.46
60	Cafeteria	68.90
	TOTAL	<u>\$2,195,294.45</u>

Regular Checks	72150-72440	\$1,996,931.09
Referendum Checks	705	198,294.46
Cafeteria Checks	467-468	68.90
	TOTAL	<u>\$2,195,294.45</u>

3.2 Board Secretary Report – July 2017

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for July 31, 2017, consisting of:

- 1) Interim Balance Sheets
- 2) Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
- 3) Schedule of Revenues - Actual Compared with Estimated
- 4) Statement of Appropriations Compared with Expenditures and encumbrances, and

Whereas, the Livingston Board of Education has received the report of the Treasurer for July 31, 2017, which report is in agreement with the Report of the Board Secretary, and

Whereas, these reports show the following balances on the date indicated:

	Cash Balance	Appropriation Balance	Fund Balance
(10) General Current Exp. Fund	2,648,685		
(11) Current Expense		37,135,425	3,848,239
(12) Capital Outlay		491,246	3,178,235
(20) Special Revenue Fund	49,739		
(30) Capital Projects Fund	2,447,185		
(40) Debt Service Fund			
Total:	\$5,145,609	\$37,626,671	\$7,026,474

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of July 31, 2017, no budgetary line item account has obligations and payments contractual orders which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8, 18A:22-8.1, now therefore be it

Resolved, the Livingston Board of Education accepts the above referenced reports and certification and directs that they be made part of this resolution by reference, and be it

Further Resolved, the Livingston Board of Education certifies that, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge no major account or fund has been over-expended in violation of N.J.A.C.6:20-2.13(d) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3.3 Transfers

Whereas, the Superintendent of Schools recommends certain transfers among accounts in the 2017-2018 budget for July pursuant to Board of Education Policy 6422, now therefore be it

Resolved, that the Livingston Board of Education ratify transfers pursuant to N.J.S.A. 18A:22-8.1 and N.J.A.C. 6:20-2A.10:

<u>Object</u>	<u>Description</u>	<u>To</u>	<u>From</u>
0260	Workmen's Compensation		\$1,325
0420	Clean/Repair Maintenance	\$6,740	
0520	Insurance	\$1,325	
0600	Supplies and Materials		\$5,200
0610	General Supplies		\$11,265
0640	Textbooks	\$9,725	
	TOTALS	\$17,790	\$17,790

3.4 Parental Contract for Student Transportation

Resolved, that the Livingston Board of Education approves the parental contact for student transportation for student #770029 from July 6, 2017 to June 20, 2018 at a cost not to exceed \$5,880.08.

3.5 Violence and Vandalism and HIB Report

Resolved, that the Livingston Board of Education approves the Annual District Report and District HIB Summary under the Electronic Violence and Vandalism Reporting System (EVVRS) for the 2016-2017 Report Period 2 as shown on **Attachment B**.

3.6 Morris County Cooperative Pricing Council

Whereas, the Morris County Cooperative Pricing Council ("MCCPC") was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and

Whereas, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

Whereas, the Livingston Board of Education desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency to **renew** its

membership in the MCCPC for the period of October 1, 2016 through September 30, 2021.

Be It Resolved, by the Livingston Board of Education, County of Essex, State of New Jersey as follows:

1. The Business Administrator/Board Secretary of the Livingston Board of Education hereby authorizes the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2011 pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is for **renewal** of membership in the MCCPC for a five (5) year period from October 1, 2016 through September 30, 2021.
2. The Livingston Board of Education is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC.
3. This Resolution shall take effect immediately upon final passage according to law.
4. All appropriate Livingston Board of Education officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.

3.7 Revised Tuition Student (Receiving)

Resolved, that the Livingston Board of Education approves the revised acceptance of the following tuition student for the 2017-2018 school year:

Student(s)	School	Tuition
OOD-5	Elementary	\$52,889

3.8 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #10-17 which is on file at the Board of Education office.

3.9 Conferences and Overnight Trips

Resolved, that the Livingston Board of Education approves the conferences and overnight trips as shown on ***Attachment C***.

3.10 State Aid Adjustment

Resolved, pursuant to N.J.S.A. 18A22-8.1 and N.J.A.C. 6A:23A-13.3(d), the Livingston Board of Education has chosen to appropriate the \$314,520 received as 2017-2018 additional State Aid. The additional aid will be budgeted in account number 11-000-291-270-7079-12 for health benefits.

3.11 Field Trips

Resolved, that the Livingston Board of Education approves the field trips as shown on ***Attachment D***.

3.12 Policies and Regulations

Resolved, that the Livingston Board of Education approves the following policies for second reading and adoption:

Policy #0155 – Board Committees
 Policy #0164 – Conduct of Board Meeting
 Policy #5620 – Expulsion (M)
 Policy #8550 – Unpaid Meal Charges (M)

Resolved, that the Livingston Board of Education approves the following regulations for first reading:

Regulation #8465 - Hate Crimes and Bias-Related Acts (M)
 Regulation #8467 - Weapons (M)

ROLL CALL VOTE

4. PERSONNEL

The Superintendent recommends the following:

4.1 Resignations

Resolved, that the Livingston Board of Education accepts the resignations of:

Name	Position	Reason	Location	Last Day of Employment
<i>Monique DiPasalegne</i>	ABA Discrete Trial TA	Resignation	BHE	6/30/17
<i>Michelle Pearl</i>	Instructional Aide	Resignation	Collins	9/20/17
<i>Howard Campbell</i>	Custodian	Resignation	Hillside	11/10/17

4.2 Transfer

Resolved that the Livingston Board of Education approves the transfer as listed on **Attachment E**.

4.3 Leaves of Absences

Resolved, that the Livingston Board of Education approves the leaves of absences of:

Name	Position	Location	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
<i>Marlena Baird</i>	LDT-C	Collins	2/5/18-3/16/18	3/19/18-6/15/18**	6/18/18-6/30/18	8/29/18
<i>Amelia Rieth</i>	Elementary School Teacher	Collins	3/1/18-4/24/18	4/25/18-6/30/18**	NA	8/29/18

**as amended from a previous agenda*

***Designates time counted toward NJFLA/FMLA*

4.4 Appointments

Resolved, that the Livingston Board of Education approves the applications indicated below (*) for emergent hiring for the following appointments under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et. seq.; N.J.S.A. 18A:6-4.13 et. seq.

Name	Location	Title	Tenure Track/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
Angela Wyatt-Frazier	MPE	Playground Aide	NA	NA	NA	NA	\$14.00/hr	9/13/17
Barbara Ann Costanza	RHE	Playground Aide	NA	NA	NA	NA	\$14.00/hr	9/6/17
Melvin Banks	Transportation	Bus Aide (20 hours)	NA	NA	Bus Aide	1	\$11,530 (pro-rated)	9/12/17

**amended from previous agenda*

Resolved, that the Livingston Board of Education approves the appointment of the Teaching Assistants and Instructional Aides as listed on **Attachment F**.

4.5 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of *Carol Marano* as a long-term substitute Teacher of Spanish and French (replacing Lisa LeBlanc) at Heritage Middle School from September 12, 2017, through December 22, 2017. Ms. Marano will be compensated \$262 per day worked for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes for the 2017-2018 school year:

Teachers

Beth Tofel
Monique DiPasalegne
Sarah Levy
Shirley Osco Garrido
Ellen Bodner
John Waddon (retired)
Nicholas Salerno
Sharon Cytrynbaum
Jason Lombardi
Brooke Reynolds
Michael K. Ennis

Security

Nicholas Salerno (\$20/hr)

Custodians

Gennarino DeLuca (\$15.50/hr)
Valbona Asani (\$15.50/hr)
Michael Johnson (\$15.50/hr)
Philip Baxter-Dennis (\$15.50/hr)

4.6 Extra Work Pay

Resolved, that the Livingston Board of Education approves the following payments as listed on **Attachment G** for work performed.

4.7 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment H** for athletic stipends at Livingston High School in accordance with the contract between the LBOE and the LEA.

Resolved, that the Livingston Board of Education accepts the resignation of *James Memory* as Winter Track Assistant Coach at Livingston High School for the 2017-2018 school year.

Resolved, that the Livingston Board of Education approves the individuals on **Attachment I** for co-curricular stipends at Heritage Middle School in accordance with the contract between the LBOE and the LEA.

4.8 Summer Work

Resolved, that the Livingston Board of Education approves the curriculum writers as reflected on **Attachment J** at the approved rate(s).

4.9 Lateral Moves

Resolved, that the Livingston Board of Education approves contract changes to be made for the certificated staff members listed on **Attachment K** who completed course work with passing grades and are eligible for a lateral move on the contract guide. The salary adjustments are effective and retroactive to September 1, 2017.

4.10 Extra Period Assignments

Resolved, that the Livingston Board of Education rescinds the individual listed on **Attachment L** for an extra period assignment.

Resolved, that the Livingston Board of Education amends the approval of the individuals listed on **Attachment L** for extra period assignments.

Resolved, that the Livingston Board of Education approves the new individuals listed on **Attachment L** for extra period assignments.

4.11 Affirmative Action Team

Resolved, that the Livingston Board of Education appoints the individuals listed on **Attachment M** to the District's Affirmative Action Team.

4.12 Mentor Fees

Resolved, that the Livingston Board of Education approves the individuals **Attachment N** listed as assigned mentors to receive payment in accordance with the schedule listed.

ROLL CALL VOTE

5. **MISCELLANEOUS**

The Superintendent recommends the following:

5.1 **HIB Report**

Resolved, that the Livingston Board of Education accepts the findings of HIB cases.

ROLL CALL VOTE

I. Public Comment ~ up to 15 minutes

An excerpt from Policy #0167 adopted on January 10, 2011 and reviewed on March 4, 2013 states that The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

Public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
2. Each statement made by a participant shall be limited to three minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
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The portion of the meeting during which the participation of the public is invited shall be limited to fifteen minutes, or at the discretion of the presiding officer.

III. ADJOURNMENT

EXECUTIVE SESSION

1. Legal Matters
2. Negotiations
3. Personnel

Whereas, N.J.S.A. 10:4-1 et seq., also known as the "Sunshine Law," authorizes a public body to meet in executive or private session under certain limited circumstances, and

Whereas, said law requires the Board to adopt a resolution at a public hearing before it can meet in such an executive or private session, now, therefore, be it

Resolved, by the Livingston Board of Education that:

- (A) It does hereby determine that it is necessary to meet in executive session on September 25, 2017 to discuss the matters stipulated, in conformance with the subsections of said act which are indicated.
1. Matter rendered confidential by federal law, state statute or rule of court.
 2. Matter in which the release of information would impair a right to receive federal funds.
 3. Matter, the disclosure of which would constitute an unwarranted invasion of individual privacy unless the individual concerned shall request in writing that the same be disclosed publicly.
 4. Collective bargaining matter.
 5. Matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates, etc. where it would adversely affect the public interest if discussion were disclosed.
 6. Tactics and techniques utilized in protecting public property where disclosure could impair protection.
 7. Investigation of violations or possible violations of law.
 8. Pending or anticipated litigation or contract negotiation other than collective bargaining agreement.
 9. Personnel matters unless the individual employees or appointees affected requested that such matter be discussed at a public meeting.
 10. Deliberations occurring after a public hearing that may result in the imposition of a specific civil penalty.
- (B) The matters discussed will be made public when confidentiality is no longer required and formal action pursuant to said discussion shall take place only at a meeting to which the public has been invited.
- (C) No action will be taken.